New York City College of Technology, CUNY

CURRICULUM MODIFICATION PROPOSAL FORM

This form is used for all curriculum modification proposals. See the [Proposal Classification Chart](http://openlab.citytech.cuny.edu/collegecouncil/files/2014/08/2013-10-09-Proposal_Classification_Chart.pdf) for information about what types of modifications are major or minor. Completed proposals should be emailed to the Curriculum Committee chair.

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| **Title of Proposal** | **Ophthalmic Dispensing Clinic II** |
| **Date** | **September 27, 2019** |
| **Major or Minor** | **Major** |
| **Proposer’s Name** | **Dr. Kara Pasner** |
| **Department** | **Business/ Vision Care Technology** |
| **Date of Departmental Meeting in which proposal was approved** | **9/19/2019** |
| **Department Chair Name** | **Lucas Bernard** |
| **Department Chair Signature and Date** |  |
| **Academic Dean Name** | **David Smith** |
| **Academic Dean Signature and Date** |  |
| **Brief Description of Proposal**  (Describe the modifications contained within this proposal in a succinct summary. More detailed content will be provided in the proposal body. | **Change in class hours. No Change in credits. The change applied to the syllabus will allow the class to meet an hour less. The course is now 4 class hours and 1 credit. The change will allow for 3 class hours and 1 credit.** |
| **Brief Rationale for Proposal**  (Provide a concise summary of why this proposed change is important to the department. More detailed content will be provided in the proposal body). | **Prior to 2012, VCT 2416 was 3 hours. An hour was added in anticipation of an externship program that was consequently not put into place. This extra class hour has not been shown to add benefit to the class**.  **Ultimately, this change is one part of an hour redistribution. The lost hour will be added into another course where the department feels it is needed (VCT 1213).** |
| **Proposal History**  (Please provide history of this proposal: is this a resubmission? An updated version? This may most easily be expressed as a list). | **This a modification for an existing course.** |

Please include all appropriate documentation as indicated in the Curriculum Modification Checklist.

For each new course, please also complete the New Course Proposal and submit in this document.

Please submit this document as a single .doc or .rtf format. If some documents are unable to be converted to .doc, then please provide all documents archived into a single .zip file.

**Changes to be offered in the Business/ Vision Care Technology department**

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| **CUNYFirst Course ID** | VCT 2416 |  |  |
| **FROM:** | VCT 2416 | **TO:** | VCT 2416 |
| **Department(s)** | Business/ Vision Care Technology | **Department(s)** | Business/ Vision Care Technology |
| **Course** | ~~VCT 2146 Ophthalmic Dispensing Clinic II~~ | **Course** | VCT 2146 Ophthalmic Dispensing Clinic II |
| **Prerequisite** | VCT 2311, VCT2313, VCT2316, VCT2327 with a grade of C or higher | **Prerequisite** | VCT 2311, VCT2313, VCT2316, VCT2327 with a grade of C or higher |
| **Corequisite** | VCT 2444, VCT 2427 | **Corequisite** | VCT 2444, VCT 2427 |
| **Pre- or corequisite** |  | **Pre- or corequisite** |  |
| **Hours** | ~~4 hrs, 1 cr~~ | **Hours** | 3 hr, 1 cr |
| **Credits** | 1 | **Credits** | 1 |
| **Description** | This course is the second level of a hands-on clinical experience designed to further strengthen and enhance the student’s practical and employable ophthalmic dispensing skills. Following an industry-based clinical/business model, a higher understanding of work ethic, patient reception, doctor assisting and tech support, prescription analysis, prescription verification, financial management and eyewear dispensing will be detailed and demonstrated. The students will perform their professional, technical skills under the direct supervision of the clinical instructor, clinical operations manager and the clinical optometrist. | **Description** | This course is the second level of a hands-on clinical experience designed to further strengthen and enhance the student’s practical and employable ophthalmic dispensing skills. Following an industry-based clinical/business model, a higher understanding of work ethic, patient reception, doctor assisting and tech support, prescription analysis, prescription verification, financial management and eyewear dispensing will be detailed and demonstrated. The students will perform their professional, technical skills under the direct supervision of the clinical instructor, clinical operations manager and the clinical optometrist. |
| **Requirement Designation** |  | **Requirement Designation** |  |
| **Liberal Arts** | [ ] Yes [ x ] No | **Liberal Arts** | [ ] Yes [ x] No |
| **Course Attribute (e.g. Writing Intensive, Honors, etc** |  | **Course Attribute (e.g. Writing Intensive, Honors, etc** |  |
| **Course Applicability** | [ x] Major  [ ] Gen Ed Required  [ ] English Composition  [ ] Mathematics  [ ] Science  [ ] Gen Ed - Flexible  [ ] World Cultures  [ ] US Experience in its Diversity  [ ] Creative Expression  [ ] Individual and Society  [ ] Scientific World  [ ] Gen Ed - College Option  [ ] Speech  [ ] Interdisciplinary  [ ] Advanced Liberal Arts | **Course Applicability** | [x ] Major  [ ] Gen Ed Required  [ ] English Composition  [ ] Mathematics  [ ] Science  [ ] Gen Ed - Flexible  [ ] World Cultures  [ ] US Experience in its Diversity  [ ] Creative Expression  [ ] Individual and Society  [ ] Scientific World  [ ] Gen Ed - College Option  [ ] Speech  [ ] Interdisciplinary  [ ] Advanced Liberal Arts |
| **Effective Term** | Spring 2020 |  | Spring 2020 |

**Rationale:** Justification for Removing 1 hour from VCT2416

VCT2316 and VCT2416 are our Ophthalmic Clinics and prior to 2012, were always run at 3 hours each.

When we created and added VCT1213 lecture and lab in 2012, we were anticipating to eventually create a I hour Dispensing externship for our students. It was decided to take away 1 hour from the proposed new VCT1213 lab to save it for the externship. We added this extra hour into VCT2416 clinical course.

We have found that there is little benefit for the VCT2416 to run an hour longer as students are able to complete their course requirements within the 3-hour lab as it was initially designed. Furthermore, the additional hour in VCT2416 costs more to run as we have to hire another doctor each spring to cover 4 hours as the fall doctor can do 9 hours total, but not 12 hours in the spring. We also have to hire an additional adjunct clinical teacher for the same reason.

Course Code and Title: Description of Course:

**VCT2416 Ophthalmic Dispensing Clinic II**

**Course Code and Title:** Ophthalmic Dispensing Clinic II, VCT2416

**Description of Course:** This course is the second level of a hands-on clinical experience designed to further strengthen and enhance the student’s practical and employable ophthalmic dispensing skills. Following an industry-based clinical/business model, a higher understanding of work ethic, patient reception, doctor assisting and technical support, prescription analysis, prescription verification, financial management and eyewear dispensing will be detailed and demonstrated. The students will perform their professional, technical skills under the direct supervision of the clinical instructor, clinical operations manager and the clinical optometrist.

**Clinical Hours and Credits:** 4 hours per week, 1 credit

**Prerequisites:** VCT2311, VCT2333, VCT2316, VCT2327

**Co-requisite:** VCT2444, VCT2427

**Textbook:** Clinic and Dispensing Manual: Strickler, 5th ed. 2018, Management for Opticians: Appler, Muth, Dennis/White; 2nd ed., Butterworth-Heinemann, 1999

**Course Requirements:** Professional attire including: VCT Polo Shirt, Black Dress Pants/Skirt and Dress Shoes, approved tool kit, ruler, pen light and marking pen. Mandatory malpractice insurance coverage.

**Evaluation and Grading:** Clinical Rating sheets: 75% of final grade

Clinical Report and Presentation: 15%

Clinical Assessment Final Exam: 10%

**Office Hours**: Office Hours are posted in front of A812

**Attendance:** Standard College Policy (Please Refer to the College Catalog for Further Details) and VCT Clinic Protocol

**Clinical Course Coordinator:** Prof. Kimberly Strickler

1. **Clinical Orientation 4 hours**

**Week 1**

**Objective:** A review of the Eyeglass Clinic and Dispensing Manual and clinical responsibilities will be presented. Student proficiency in each of the five stations of the clinical experience will be emphasized. Each station’s forms, protocol and expectations for patient flow will be accentuated and student will prepare for the reopening of clinic. Student responsibility for patient care with emphasis on communication and professionalism will be re-addressed, as well as the expectations for punctuality, attendance and proper clinical attire. The clinical grading system will be reviewed with emphasis on expectation of intermediate to advanced protocol and knowledge from the student. All relevant forms are located in each clinical station.

A clinical research paper and presentation due the 12th week of the semester will be detailed and explained

**Assessment:** Student will receive a daily assessment grade based on understanding and performance of the procedures of each station as well as demonstrating a high level of work ethic and employable skills. The student will be able to understand and verbally demonstrate intermediate ideas and skills relating to each of the five clinical areas. Student will be able to work independently with advanced ophthalmic concepts and tasks with guidance and supervision by the instructor.

**II. Clinical Application 48 hours**

**Weeks 2-13**

**Objective:** The clinical experience will allow the student advanced hands-on training working with authentic optical patients in a dispensary setting to practice and demonstrate knowledge of each of the five clinical areas. An ongoing rotation will enable students to practice and enhance communicational and ophthalmic skills while demonstrating patient care related to each area of the clinic. Application of advanced level skills in designated stations will assist student to prepare for the ophthalmic state board as well as provide hands-on experience for employment in the field of opticianry. Student will receive a weekly grade based on intermediate to advanced understanding and performance of the knowledge and procedures of each station as well as a high level of work ethic and clinical accountability. All relevant forms are located in each station.

**Assessment:** In the course of the VCT2416 semester, the student will be able to understand and demonstrate advanced skills relating to each of the five clinical areas as well as maintain a high level of work ethic and employment protocol. Student will be able to work independently with advanced concepts and tasks with minimal guidance.

**III. Clinical Application**

**8 hours**

**Weeks 14-15**

**Objective:** The final two weeks of the clinical experience will be utilized for presentations of student observation/research papers in addition to the dispensing of any remaining purchased eyewear to our clinical patients. On one of the two remaining weeks, clinical students will perform a 15-minute oral presentation on their research papers to the instructor and their peers. A clinical grade worth 15% of student’s final grade will be given for the combined written and oral presentation.

**Assessment:** By the end of the semester, the student will be able to understand and demonstrate advanced skills in each of the five clinical areas. Student will be able to work independently at advanced optical tasks under direct supervision of the instructor. The student will be able to confidently demonstrate ability to schedule appointments and coordinate clinical patient flow and assist the clinical optometrist with ancillary ophthalmic tasks utilizing all exam room equipment. Student will be able to confidently demonstrate an advanced ability to maintain patient records, evaluate patient histories, discuss and select proper lenses and frames and demonstrate proper fitting and measurement skills as well as utilize computer programs and clinical instruments. Student will be able to proficiently order jobs for fabrication, evaluate finished product for accuracy, record financial data in accounting log, expertly pre-align and fit eyewear to the patient, make necessary frame adjustments and minor repairs and confidently dispense finished eyewear. In addition, the students will completely understand and demonstrate the ability to present themselves in professional attire and manor, demonstrate outstanding timeliness and attendance, and display proper communication skills, work ethic and employability. In addition, the student will be able to present a relevant clinical paper that illustrates knowledge gained through research, observation and understanding of an authentic opticianry practice.